

Community Facilities Committee – Library Expansion

Meeting Notes

Wednesday, January 9, 2013 , 6:30 PM, Wadleigh Library AV Room

Present: **Committee Members:** Meghan Lydon, Chairperson; Malia Ohlson, Ann Mione, Gil Archambault; Scott Cornett; Joe O’Neil; Chris Costantino, Library Trustee; Mary Burdett, Library Trustee; Michelle Sampson, Library Director; Bill Parker, Community Development Director

Excused: Merv Newton

The meeting was convened by Meghan Lydon at 6:30 PM.

Minutes: M. Lydon asked for a motion to approve the minutes of the December 12, 2012 meeting. S. Cornett asked that the minutes be clarified. M. Lydon made a motion to approve the minutes of the December 12, 2012 meeting as amended, seconded by G. Archambault, all in favor. It was noted that Rod Watkins had resigned from the Committee due to work commitments.

Google Docs: M. Lydon noted that she had sent out information earlier in the day to the Committee utilizing Google Docs and explained how to utilize the program.

Letter to Stakeholders: The Committee reviewed a draft letter that is intended to be sent to various people in Town who may wish to be involved in the Library project. Some minor changes were made and Committee members suggested the following names for the letter to be sent: Deb Calvetti, Heather Romeri, Jill Langelier, Carla Boudreau, Bernie Kallfelz, Tracy Bardsley, Janet Langdell, Jason Contarino, Noreen O’Connell, Steve Takacs, and Shirley Wilson. B. Parker offered staff assistance to finalize and print the letter. G. Archambault volunteered to address the envelopes.

Follow-up from December Meeting: S. Cornett met with Ben Jaeger over the Christmas break, and reported that B. Jaeger will provide a preliminary budget estimate on or around January 15th to Scott. M. Lydon said she had researched project delivery costs, and Scott suggested that the Committee not go too far with this at this point, and further discussed trends that are heading toward design-build. C. Costantino said she had heard pros and cons regarding this method. In summary the Committee felt it was not at the point where further discussion on project delivery was necessary.

Regarding the schedule and tasks, it was decided to Manypenny be brought in for space programming in March, and that a report be provided to the Board of Selectmen once Manypenny has input on the conceptual. B. Parker suggested that a memo or communication be made with the Selectmen as to current status and work of the CFC, and M. Burdett said she would communicate with Selectman Finan at the Trustee’s meeting. M. Lydon also said she would email Tim Finan.

Discussion then followed on the issue of facility costs vs. space needs, and that compromise and consensus on the project will need to be found. M. Sampson noted that she would talk with Kevin Drew and Steve Sareault, both in the construction field, to see if they would assist the Committee.

The next meeting was scheduled for Wednesday, January 30th, 6:30 PM, Library AV Room.

The meeting adjourned at 8:30 PM.